



## City Farms 2013 Plot Rental Contract

Welcome to the Baltimore City Farms program, sponsored by the Department of Recreation & Parks, Horticultural Division, as a service to the citizens of Baltimore. These pages contain an overview of the operations of the City Farms, and what is expected of each participant. Page three contains the rental contract, which you are asked to complete, sign, and return with your payment.

### General Information

1. To qualify for participation in the program, you must be at least 18 years of age and a resident or employee of Baltimore City. An adult must sponsor anyone under 18.
2. New gardeners are permitted to rent only one plot in their first year. Gardeners will be considered for additional plots in subsequent years *at the discretion of the coordinator and with consideration of the current waiting list for new gardeners*. Each household has a three-plot maximum.
3. Plots are @ 10' x 15' and are marked by a numbered stake. Make sure the stake number matches the number on your contract and receipt.
4. Rental cost for 2013 is \$30.00 per plot. There is a one-time non-refundable application fee of \$10.00 for new participants. Prices are subject to change through written notice.
5. Gardening hours are dawn to dusk. For your personal safety and to prevent vandalism, make sure the gates are locked at all times. New participants will be issued a key upon payment of fees. Please do not make copies of your key. Additional keys are available through the city Farm office.
6. Wood chips and manure are provided by the Horticulture Division for use in the gardens. Water will be available from early spring through late fall.
7. At the City Farms, trash is separated into two categories – organic garden remains, and garbage. Organic debris consists of pulled weeds, spent plants or anything that once was growing in your garden. Organic debris is kept in a separate pile at designated areas in each City Farm. Garbage is trash that has not grown in your garden, and goes in the trashcans provided. Do not put garbage in the organic waste piles, or bags of pulled weeds in the trashcans.
8. At each City Farm there is a Garden Representative who can help with problems or questions.

## Rules of Participation In Baltimore City Farms

1. Gardeners are *fully responsible* for the maintenance and tending of their plots. Each plot must be regularly maintained appropriate to the season, and kept free of weeds at all times. Vegetables must be harvested in a timely manner to prevent rodent infestation.
2. Gardeners are *fully responsible* for maintaining the adjacent pathways around their plot, as well as adjacent sections of fencing, if applicable. Paths and adjacent fencing must be kept weed and vine free. No personal belongings are to be stored in the pathways. Pathways are to be passable at all times
3. Gardeners may not move their stakes, or expand their plot area into the adjacent pathway. If stakes are damaged or missing, contact your garden rep or the City Farms Coordinator.
4. Gardeners are expected to meet certain deadlines in plot preparation, planting, and clearing. Plots must be cleared and prepared for planting by April 15<sup>th</sup> 2013, and you must have begun planting by May 15<sup>th</sup> 2013. The deadline for clearing your plot is December 1<sup>st</sup> 2013.
5. Please respect the property and planting of others. This means not walking across, or dragging a hose through someone else's garden to get to yours. Unless invited in by another gardener, stay out of other plots. If you must use chemicals (chemical use is discouraged in the City Farms), do so intelligently and sparingly, taking care not to spread your chemicals on your neighbor's plot.
6. Theft or unauthorized use of someone's property, plants, or produce is not in keeping with the spirit of the City Farms. Anyone caught taking or using someone else's property without permission will forfeit his/her gardening privileges. This also includes "borrowing" communal property such as hoses or wheelbarrows for use outside the City Farm, taking wood chips or manure for use outside the garden, or using water for washing cars or any other use outside the garden.
7. No dumping is allowed at the City Farm site. Gardeners are not to bring their personal garbage or bulk trash to any City Farms site. Anyone caught dumping will be asked to leave the program.
8. No trees or permanent shrubs are to be planted in a City Farms plot. This includes berry bushes. You are renting, and do not own the space.
9. Because of health and safety concerns, pets are not allowed in any City Farm.
10. The use, possession or distribution of alcoholic beverages and controlled substances is forbidden in a City Farm, or any property under the jurisdiction of the Department of Recreation and Parks. Anyone caught violating this rule will be asked to leave the program immediately.
11. The City Farms Coordinator has the discretion and right to cancel gardening privileges in the event of gross neglect of any of the above rules. Every effort will be made to contact the gardeners involved, and suggest ways of solving the problem, before expulsion will be considered.

## City Farms Contract Agreement - 2013 Growing Season

To participate in the City Farms Program, you must fill out the following form, sign and date it, and return to the City Farms office with your payment. There is a \$10.00 nonrefundable application for new participants. Only completed registration forms will be accepted – incomplete forms will be returned to you

Please call the City Farms office at 410-396-0181 if you have any questions.

Name \_\_\_\_\_

Address \_\_\_\_\_

Zip Code \_\_\_\_\_ E-mail \_\_\_\_\_

Phone (preferred) \_\_\_\_\_ Alternate \_\_\_\_\_

Name of City Farm \_\_\_\_\_ Plot # \_\_\_\_\_

2013 plot rental fee \$ \_\_\_\_\_ + application fee \$ \_\_\_\_\_ = \_\_\_\_\_

**NO PERSONAL CHECKS .** Payment must be in the form of a money order or cashier's check. Personal checks will not be accepted as payment for this program. Make money order payable to *Director of Finance – mail to City Farms, 4915 Greenspring Avenue, Baltimore, Md. 21209.*

- I have read and understand the rules as listed in this contract
- I understand that if I do not comply with the above, I will receive a written reminder from the City Farms office to comply with the rules. If I do not respond to this reminder within the given time period, I understand that I will forfeit my privilege to participate in the program, and my plot will be reassigned. I understand that due to the inherent nature of outdoor work, I participate at my own risk.
- I further understand that the Department of Recreation and Parks reserves the right to refuse or cancel rental agreements for any reason.
- In consideration of the opportunity given to me to participate in the City Farms Program, the undersigned for him/herself and his/her heirs and personal representatives, hereby releases, waives and forever discharges the Mayor and City Council of Baltimore ("City"), its elected/appointed officials, employees, agents and volunteers from and against any and all claims, liabilities, demands, suits, actions and proceedings whatsoever, in law or equity, of every name and description, arising from, as a result of, or which the undersigned may have against the City, its elected/appointed officials, employees, agents and volunteers on account of participation by the undersigned in the City Farms Program.

Signature \_\_\_\_\_ Date \_\_\_\_\_